



High-Profile Information Technology Project Status Report

Department: State of Wisconsin Investment Board

Project Name: Financial and Administrative Solution Implementation

Business Sponsor: Lori Wersal

Date of Report: 01/18/2016

Reporting for Quarter: 12/31/2015

Project Start Date: 09/01/2014

Planned Implementation Date: 06/30/2016

Estimated Project Cost: \$5,107,015.00

Amount Provided Through Master Lease:

Project Description – Enter a brief description of the project, including the business case for it and its major deliverables.

The Financial and Administrative Solution Implementation project is to successfully implement Unit 4's Agresso product to better enable SWIB's accounting and human resource needs as well as their integration with investment systems. The project had two phases aligning with the Department of Administration (DOA) PeopleSoft implementation. Phase 1 included record to report, procure to pay, budget to control and interfacing to DOA's PeopleSoft system and was completed by September 30, 2015. Phase II included time & attendance, advanced cost allocation, workflows, advanced reporting and configuration of HR/Payroll to enable DOA processing. Time and attendance, workflows and HR/Payroll were completed by December 12, 2015.

Key Deliverables:

1. Plan & Prepare
 - a. Project Charter
 - b. Project Plan with Resource estimates
 - c. Risk Matrix
2. Requirements Validation and Design
 - a. Documented requirements (BRSDD)
 - b. Business Process Documents (SIPOC)
 - c. Updated Risk Matrix
3. Develop & Configure
 - a. Data migration plan
 - b. Test scripts
 - c. SOP's (possible)
 - d. Updated Risk Matrix
4. Testing
 - a. Test plans
 - b. Test schedule
 - c. Documented test results
 - d. Documented validation of user acceptance testing
 - e. Go/ no go decision
 - f. Updated Risk Matrix
5. Train & Deploy
 - a. User training plan
 - b. Go live checklist
 - c. Fallback/Recovery Plan
 - d. Updated Risk Matrix
6. Provide project materials requested by Internal Audit for audit reviews

Project Funding – Please describe all sources of funding for the project, which should add up to the estimated project cost cited above.

This project is funded through charges to the trust funds under management.

Project Status – Determine the status for the Schedule and Budget categories below based on the guidelines on the right and described in more detail on page 2 of this document. Insert an X in the column that best describes the status of the category. Add comments for that category as needed. Additional comments are not required if the status is Green, but if a category has a status of Yellow or Red, describe the issues or problems and what actions the agency is taking to address them.		STATUS COLOR INDICATORS
	Green	On target as planned
	Yellow	Encountering issues (e.g., Schedule or Budget over by 10% to 25%)
	Red	Encountering problems (e.g., Schedule or Budget over by 25% or more)

Project Status Categories	Green	Yellow	Red
Schedule Status The FAS project successfully went live for Phase 1 as planned on 10/1/2015 and for Phase 2 as planned on 12/12/2015. The project schedule has been extended to 6/30/2016 through the change request process as a result of deferred work and resolution of defects from Phase 1 and 2.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Budget Status The project's budget has been adjusted through the change request process as a result of additional resources needed to accommodate the extension of the go-live date from 7/1/2015 to 10/1/2015 and the overlapping of resources. The deferred work and resolution of defects from Phases 1 and 2 will be completed during Q1 and Q2 of 2016.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Summarize Any Completed Major Tasks or Project Phases: Phase 2 deployment planning and go live readiness resulted in the successful implementation of HR and Payroll
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Summarize Any Significant Project Changes Affecting Schedule, Budget or Scope: For each change, describe what the change involved, when it was approved, and the reasons behind the approved change.
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The delay of the go live for Phase 1 of STAR from 7/1/15 to 10/1/15 created resource challenges as both phases of FAS had to be supported in parallel, thereby condensing the Phase 2 timeline and creating overlap in both the plan and resource allocation. As a consequence, the risk of not meeting the 12/12/15 go live for Phase 2 increased and several scope items were deferred based on criticality. A change request was approved to extend the project timeline and added additional budget.

Additional Comments or Issues (optional):

If you have any additional overall status comments about the project (e.g., project news, accomplishments, emerging challenges or risks that could affect the project), please provide them here.

Project Status Category Guidelines**Schedule Status**

Green – Indicates that the project or phase is on track for the targeted implementation date.

Yellow – Indicates that the project or phase may be falling behind and analysis needs to be done to determine if the project can recover and still achieve the targeted implementation date, or if adjustments must be made to that date.

Red – Indicates that the project or critical tasks have fallen behind schedule, and corrective action must be taken to still achieve the targeted implementation date or that date must be changed.

Budget Status

Green – Currently on target with project budget.

Yellow – Project is over budget by 10 to 25%.

Red – Project is over budget by 25% or more.